



Town of Warren, Rhode Island

Town Hall • 514 Main Street • 02885

www.townofwarren-ri.gov

Planning Board

401-245-7343 • 401-245-0595 (fax)

ADMINISTRATIVE Subdivision Checklist

At least four (4) Photostat or blue line prints, plus one (1) original drawing on mylar. The plan must be drawn to a scale no smaller than one inch equals forty feet (1" = 40'). Maximum sheet size is 36" long by 24" wide, unless otherwise approved by the Administrative Officer.

The following information must be shown on the plan:

- Name of Subdivision.
- Name and address of owner(s.)
- Tax Assessor's designation of land being re-subdivided with a statement describing the adjustment being made to the plat map.
- Registered land surveyor/engineer stamp with original signature and date. Name, address, and phone number of surveyor/engineer clearly noted.
- Stamp of certification that the survey and plan conforms to the standards of a Class I survey.
- North Arrow and graphic scale.
- Zoning District(s.)
- Boundary lines of the subdivision with accurate linear and angular dimensions.
- Names of all abutting landowners with plat and lot designation. Include land separated from the subdivision by a street or right-of-way.
- Existing street right-of-way lines, lot lines, lot numbers, lot areas, and easements to show accurate dimensions, bearings and areas, radii and angles of intersection of all horizontal curves.
- Location of permanent boundary monuments.
- All existing structures with dimensions.

Supporting Material

- This checklist completed.
- Completed Application for Land Development or Subdivision.
- If applicant is not the owner then a signed letter from owner(s) authorizing the subdivision.
- Certification of the Tax Collector that all taxes due on the land to be subdivided have been paid for the period of five (5) years preceding the date of the administrative subdivision plat filing, and that there are no outstanding tax liens thereon.
- Application/recording fee of eighty two dollars (\$82.00)